EL DORADO

CITY COMMISSION MEETING

CALL TO ORDER – December 1, 2014

INVOCATION – Pastor Steve Hysom, Trinity United Methodist Church

PLEDGE OF ALLEGIANCE – Ms. Slayton's 3rd Grade Class at Lincoln Elementary

PROCLAMATION

- None

PERSONAL APPEARANCE

- None

1. Public Comments

This agenda item will be governed by the Public Comment Policy

The Mayor opened the floor for Public Comments

PUBLIC COMMENT POLICY:

Citizens are encouraged to address the City Commission during regularly scheduled meetings. This policy is intended to provide some guidelines to ensure that all El Dorado citizens have a chance to address the Commission.

1. Each citizen will state their name and address before making comments.
2. There are no residency requirements.
3. Each citizen will have 5 minutes to present his or her comments.
4. An extension of time, if necessary, may be approved but must be by a majority of the City Commission.
5. Comments or questions will be directed only to the City Commission.
6. Citizens will follow the decorum policy.
7. Debate or argument between parties in the audience will not be allowed.
8. Certain legal issues may not be discussed. (Examples include but are not limited to personnel issues, lawsuits, etc.)
9. Violation of this public comment policy will result in the citizen being directed to cease or resume sitting.

Approved by the Commission this 2nd day of May 2005.

2. Consent Agenda

1. Consider approval of City Commission meeting minutes from November 17, 2014

2. Appropriation ordinance 11-14 in the amount of $1,412,222.26.

3. Approval of 2015 CMB Applications

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Pizza Hut
2423 W. Central

Pizza Hut
729 N. Main

Two Brothers BBQ
1701 W. Central

Dillons
700 N. Main

Quiktrip #310
1320 W. Central

Wal-Mart #186
301 S. Village

Jumpstart Central
1631 W. Central

Jumpstart North
701 N. Main

Casey's #1483
420 W. 6th

Casey's #1810
1310 N. Main ST

Casey's #3331
2627 W. Central

Walgreens CO # 10721
119 W. 6th

Saroya, LLC dba Sunny's Stop
2575 W. Central

Sunnys Stop East
301 E. Central

Golden Asian Buffet
2350 W. Central

Commissioner _______________ moved that the Consent Agenda, as presented, be approved.

Commissioner _______________ seconded the motion.

3. 2014 Budget Ammendment - Prairie Trails Golf And Dining And Sewer Funds

BACKGROUND

At the March 3, 2014 City Commission meeting, the Commission chose to purchase new golf carts for Prairie Trails. The purchase price for the carts was $150,430.75, which was not in the published 2014 Budget. As a result, the original budget of $841,372 must be amended to $991,803, an increase of $150,431.

The Sewer Fund's Adopted Budget for Expenditures in 2014 was $2,671,148. Staff is requesting an amendment of $250,000 for a total of $2,921,148. Major repairs were performed in April 2014, including cone bearing replacement and precision alignment. Repairs due to lightning strike were performed in May. Repair line items had higher than expected expenditures and downtime resulted in decreased electricity production. The amendment is approximately the overage of these two line items.

REQUIRED ACTION

To conduct a public hearing and approve the budget amendments to the Prairie Trails Restaurant/Golf Fund and the Sewer Fund.

STAFF RECOMMENDATION

To conduct a public hearing, and approve as submitted

PUBLIC HEARING

Mayor Fagg opened the public hearing for comments

SUGGESTED MOTION

Commissioner _____________ moved to approve the Amendments to the 2014

Operating Budget in the Prairie Trails Golf and Dining and Sewer Funds, as presented.

Commissioner ___________ seconded the motion

4. 2016 Salary Schedule

BACKGROUND

Each year there is a resolution to establish the compensation and designation of various positions within the City of El Dorado. The proposed salary schedule would become effective on January 1st, 2016. The 2015 schedule was approved in August of 2014; staff felt that approval should be moved back to December prior to the budget process so that any requests by the City Commission could be included.

STAFF RECOMMENDATION

Approve the resolution.

SUGGESTED MOTION

Commissioner ______________ moved that Resolution No. ______, a resolution establishing 2016 salaries and wages paid to various employees of the City of El Dorado, and to allocate the various funds of said City, charges and debits for the payment of compensation of wages of all City officials and employees, be adopted.

Commissioner _____________ seconded the motion.

5. Deferred Fines And 2014 Miscellaneous Billing Write-Offs

BACKGROUND

Delinquent accounts owed the City of El Dorado need to be considered to be deemed uncollectible and removed from the accounts receivable records of the City, and a list delineating each amount should be attached to the minutes of this meeting. The deferred fines to be removed total $67,682.82 and the miscellaneous billing amount to be removed is $12,885.79. It is noted that of the total deferred fines being written off $9,574.00 is for state fees that would be remitted to another party upon collection; therefore, that portion is not a loss of revenue to the City. The miscellaneous billing write-offs are broken down as follows: $8,548.75 in mowing charges, $3,269.09 in refuse charges, $70 in sewer tap charges, and $997.95 in other charges.

This action is an accounting function and follows GAAP. We do not "forget" the debts and still try to collect them.

REQUIRED ACTION

Approve as presented.

STAFF RECOMMENDATION

Approve.

SUGGESTED MOTION

Commissioner ____________________ moved to deem uncollectible the deferred fines accounts in the amount of $67,682.82 for 2014, and miscellaneous billing accounts in the amount of $12,885.79 owed to the City of El Dorado, to remove same from the accounts receivable records of the City, and that a list delineating each account be attached to the minutes of this meeting.

Commissioner ____________________ seconded the motion.

6. Sales Tax Committee Appointment - 2015

BACKGROUND

On November 3, 2014 City Commission meeting, staff asked the City Commission to bring names of individuals to appoint as sales tax committee members. These individuals will serve on the committee to decide on how the excess sales tax monies will be allocated. Each Commissioner appoints one member, the Mayor appoints two members and the Planning Commission appoints one member for a total of seven members.

STAFF RECOMMENDATION

Make the suggested motion

NECESSARY ACTION

Confirm the appointment of the suggested members of the sales tax committee.

SUGGESTED MOTION

SALES TAX ADVISORY BOARD – No Term Limits (1-year term)

Commissioner ________________ moved to appoint Lisa Jack and Sharon Waugh (Mayor Fagg), Patrick Todd (Commissioner Locke), Stacy Guthrie (Commissioner Young), Randy Wells (Commissioner Badwey), Josh Hall (Commissioner Chapin) and ________________ (Planning Commission) to the Sales Tax Advisory Board for a one-year term set to expire December 31, 2015.

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Commissioner _________________ seconded the motion.

7. Cancellation Of The Last City Commission Meeting In December 2014 And The First Meeting In January 2015

BACKGROUND

Historically the City Commission of El Dorado has canceled the first meeting in January of each calendar year. Staff are requesting that the last meeting in December be cancelled if no pressing business comes forward.

STAFF RECOMMENDATION

Should the City Commission choose to cancel the first City Commission of the year, staff is requesting approval to release the January checks after the finalized December appropriation ordinance is sent to the City Commission for review.

NECESSARY ACTION

Decide whether or not to cancel the December 15th and January 5th meetings.

SUGGESTED MOTION

Commissioner ______________________ moved that the last City Commission meeting in December, held on Monday, December 15, 2014 and the first meeting in January, on Monday, January 5, 2015 be canceled and that staff is authorized to release the January checks after the finalized December appropriation ordinance is sent to the City Commission for review.

Commissioner ______________________ seconded the motion.

8. New Business - Discussion Items

This item is for open discussion by the City Commission.

The Mayor opened the floor for Commissioner's comments.

9. City Manager's Report

City Manager will provide updates of current community issues.

10. Executive Session

BACKGROUND

This item is for the purpose of discussing legal matters.

SUGGESTED MOTION

Commissioner ___________________ moved to recess into an Executive Session for the purpose of discussing legal matters, and to reconvene the regularly scheduled meeting in the City Commission room at __________ p.m.

Commissioner ___________________ seconded the motion.

ADJOURNMENT

Commissioner __________ moved to adjourn the meeting at ____ p.m.

Commissioner___________ seconded the motion.

Respectfully submitted,

Herbert E. Llewellyn, Jr.
City Manager